

## Judicial Conference of the United States

Thurgood Marshall Federal Judiciary Building, One Columbus Circle, NE, Room 7-425 South, Washington, DC 20544  
Tel: (202) 502-2400 Fax: (202) 502-1144

The Judicial Conference of the United States is the principal policy making body concerned with the administration of the United States Courts. The specific duties of the Judicial Conference include surveying the conditions of business in the courts of the United States, preparing plans for the assignment of judges to or from courts of appeals or district courts, promoting uniformity of management procedures and the expeditious conduct of court business, the reviewing of circuit council conduct and disability orders, and carrying on a continuous study of the operation and effect of general rules of practice and procedure in use within the federal courts. In addition, the Judicial Conference supervises the Director of the Administrative Office of the United States Courts and operates through a network of committees created to address and advise on a variety of subjects dealing with administration of the courts. The Chief Justice of the United States is the presiding officer of the conference. Membership is comprised of the chief judges of each judicial circuit, the chief judge of the Court of International Trade, and a district judge from each regional judicial circuit. A circuit chief judge's term on the conference is concurrent with his or her term as chief judge of the circuit, seven years or until seventy years of age, whichever comes first. District judge representatives are elected for terms of not less than three nor more than five successive years, as established by majority vote of all circuit and district judges of their circuit. Terms on the conference of elected members are effective and expire on October 1 of any given year. The Director of the Administrative Office of the United States Courts serves as the Judicial Conference Secretary.

### Staff

Conference Secretary and Director, Administrative Office of the United States Courts **James C. Duff** ..... (202) 502-3000  
Education: Kentucky 1975 BA; Fax: (202) 502-3011  
Georgetown 1981 JD  
Office of Judicial Conference Executive Secretariat  
Assistant Director **Laura C. Minor** ..... (202) 502-2400  
E-mail: laura\_minor@ao.uscourts.gov  
Office of Judicial Conference Executive Secretariat  
Deputy Assistant Director **Jeffrey A. Hennemuth** ..... (202) 502-2400  
E-mail: jeffrey\_hennemuth@ao.uscourts.gov  
Office of Judicial Conference Executive Secretariat  
Deputy Assistant Director **Wendy Jennis** ..... (202) 502-2400  
E-mail: wendy\_jennis@ao.uscourts.gov  
Office of Judicial Conference Executive Secretariat  
Confidential Assistant **Sharon M. Zdobysz** ..... (202) 502-2400  
E-mail: sharon\_zdobysz@ao.uscourts.gov Fax: (202) 502-1144

### Chambers of Member John G. Roberts, Jr.

U.S. Supreme Court Building, One First Street, NE, Washington, DC 20543  
Tel: (202) 479-3000

**John G. Roberts, Jr.**  
Member

Date of Birth: January 27, 1955  
Education: Harvard 1976 AB, 1979 JD

**Affiliation:** Chief Justice, Supreme Court of the United States; Ex Officio Trustee, Board of Trustees, National Gallery of Art; Ex Officio Regent and Executive Committee Member, Board of Regents, Smithsonian Institution; Ex Officio Trustee, Board of Trustees; Ex Officio Member, Board of Regents, Smithsonian Institution; Ex Officio Commission Member, National Portrait Gallery, Smithsonian Institution

**Clerkships:** Law Clerk, Circuit Judge Henry J. Friendly, United States Court of Appeals for the Second Circuit (1979-1980); Law Clerk, Associate Justice William H. Rehnquist, Supreme Court of the United States (1980-1981)

### Chambers of Member John G. Roberts, Jr. continued

**Government:** Special Assistant, Office of the Attorney General, United States Department of Justice, Ronald Reagan Administration (1981-1982); Associate Counsel to the President, The White House Office, Executive Office of the President, Ronald Reagan Administration (1982-1986); Principal Deputy Solicitor General, United States Department of Justice, George H.W. Bush Administration (1989-1993)

**Judicial:** Circuit Judge, United States Court of Appeals for the District of Columbia Circuit (2003-2005)

**Legal Practice:** Associate, Hogan & Hartson LLP (1986-1987); Partner, Hogan & Hartson LLP (1988-1989); Partner, Hogan & Hartson LLP (1993-2003)

**Current Memberships:** American Academy of Appellate Lawyers; The Edward Coke Appellate American Inn of Court, The American Inns of Court; The American Law Institute

### Chambers of Member Michael Boudin

John Joseph Moakley U.S. Courthouse, One Courthouse Way, Suite 7710, Boston, MA 02210  
Tel: (617) 748-4431 Fax: (617) 748-4466



**Michael Boudin**  
Member

Date of Birth: 1939  
Education: Harvard 1961 AB, 1964 LLB  
Began Service: June 16, 2001  
Term Expires: June 16, 2008

**Affiliation:** Chief Judge, United States Court of Appeals for the First Circuit; Councilor, Council, The American Law Institute

**Academic:** Visiting Professor, Harvard Law School (1982-1983); Lecturer, Harvard Law School (1983-1998); Lecturer, University of Pennsylvania (1984-1985)

**Clerkships:** Law Clerk The Honorable Henry J. Friendly, United States Court of Appeals for the Second Circuit (1964-1965); Law Clerk The Honorable John M. Harlan, Supreme Court of the United States (1965-1966)

**Government:** Deputy Assistant for Attorney General for Regulatory Affairs, Antitrust Division, Office of the Attorney General, United States Department of Justice (1987-1989); Deputy Assistant Attorney General for Antitrust Policy and Legislation, Antitrust Division, Office of the Attorney General, United States Department of Justice (1989-1990)

**Judicial:** Judge, United States District Court for the District of Columbia (1990-1992)

**Legal Practice:** Associate then Partner, Covington & Burling (1966-1987)

**Current Memberships:** American Bar Association; The American Law Institute; The District of Columbia Bar; The New York State Bar Association

### Chambers of Member Dennis Jacobs

U.S. Courthouse, 40 Foley Square, New York, NY 10007  
Tel: (212) 857-2150

**Dennis Jacobs**  
Member

Date of Birth: 1944  
Education: Queens Col (NY) 1964 BA; NYU 1965 MA, 1973 JD

**Affiliation:** Chief Judge, United States Court of Appeals for the Second Circuit

### Chambers of Member Karen Johnson Williams

1021 Middleton Street, Orangeburg, SC 29115  
Tel: (803) 533-0711 Fax: (803) 534-3249



**Karen Johnson Williams**  
Member

Date of Birth: 1951  
Education: Columbia Col (SC) 1972 BA; South Carolina 1980 JD  
Began Service: 2007

**Affiliation:** Chief Judge, United States Court of Appeals for the Fourth Circuit

**Current Memberships:** American Judicature Society; Federal Judges Association; National Association of Women Judges; Orangeburg County Bar Association; South Carolina Bar Association

### Chambers of Member James P. Jones

U.S. Courthouse, 180 West Main Street, Abingdon, VA 24210  
P.O. Box 669, Abingdon, VA 24212-0669  
Tel: (276) 628-4080 Fax: (276) 628-4597



**James P. Jones**  
Member

Date of Birth: 1940  
Education: Duke 1962 AB; Virginia 1965 LLB  
Began Service: 2007

**Affiliation:** Chief Judge, United States District Court for the Western District of Virginia

**Current Memberships:** American Bar Association; American Bar Foundation, American Bar Association; American Board of Trial Advocates; American College of Trial Lawyers; American Judicature Society; City of Bristol Bar Association; The Virginia Bar Association; Virginia State Bar; Washington County Bar Association

### Chambers of Member James B. Loken

11 West U.S. Courthouse, 300 South Fourth Street, Minneapolis, MN 55415  
Tel: (612) 664-5810 Fax: (612) 664-5817

**James B. Loken**  
Member

Date of Birth: 1940  
Education: Wisconsin 1962 BS; Harvard 1965 LLB  
Began Service: March 2003

**Affiliation:** Chief Judge, United States Court of Appeals for the Eighth Circuit

**Clerkships:** Law Clerk The Honorable J. Edward Lumbard, United States Court of Appeals for the Second Circuit (1965-1966); Law Clerk The Honorable Byron R. White, Supreme Court of the United States (1966-1967)

**Government:** Staff Assistant to the President, Executive Office of the President, Richard M. Nixon Administration (1970-1972); General Counsel, President's Committee on Consumer Interests, Executive Office of the President (1970)

**Legal Practice:** Associate, Faegre & Benson LLP (1967-1970); Partner, Faegre & Benson LLP (1972-1990)

### Chambers of Member James B. Loken continued

**Current Memberships:** Hennepin County Bar Association; Minnesota State Bar Association

### Chambers of Member Mary M. Schroeder

Sandra Day O'Connor U.S. Courthouse, 401 West Washington Street, SPC 54, Suite 610, Phoenix, AZ 85003-2156  
Tel: (602) 322-7320 Fax: (602) 322-7329



**Mary M. Schroeder**  
Member

Date of Birth: 1940  
Education: Swarthmore 1962 BA; Chicago 1965 JD  
Began Service: December 1, 2000  
Term Expires: December 1, 2007

**Affiliation:** Chief Judge, United States Court of Appeals for the Ninth Circuit; Councilor, Council, The American Law Institute

**Academic:** Visiting Instructor of Law, Arizona State University (1975)

**Clerkships:** Law Clerk The Honorable Jesse A. Udall, Arizona Supreme Court (1970-1971)

**Government:** Trial Attorney, Civil Division, United States Department of Justice (1965-1969)

**Judicial:** Judge, Arizona Court of Appeals (1975-1979)

**Legal Practice:** Associate, Lewis and Roca LLP (1971-1973); Partner, Lewis and Roca LLP (1973-1975)

**Current Memberships:** American Bar Association; American Judicature Society; The American Law Institute; Arizona Women Lawyers Association; The District of Columbia Bar; Federal Bar Association; Illinois State Bar Association; National Association of Women Judges; National Association of Women Lawyers; State Bar of Arizona

### Chambers of Member Deanell Reece Tacha

643 Massachusetts, Suite 310, Lawrence, KS 66044-2292  
Tel: (785) 842-8556 Fax: (785) 842-7717

**Deanell Reece Tacha**  
Member

Date of Birth: 1946  
Education: Kansas 1968 BA; Michigan 1971 JD  
Began Service: January 1, 2001  
Term Expires: January 1, 2008

**Affiliation:** Chief Judge, United States Court of Appeals for the Tenth Circuit

**Academic:** Professor, University of Kansas (1974-1985); Director of Legal Aid Clinic, University of Kansas (1974-1977); Associate Dean, University of Kansas (1977-1979); Associate Vice Chancellor for Academic Affairs, University of Kansas (1979-1981); Vice Chancellor for Academic Affairs, University of Kansas (1981-1985)

**Government:** White House Fellow, Special Assistant to Secretary of Labor, Office of the Secretary of Labor, United States Department of Labor, Richard M. Nixon Administration (1971-1972)

**Judicial:** United States Sentencing Commission (1994-1998)

**Legal Practice:** Associate, Hogan & Hartson LLP (1973); Associate, Thomas J. Pitner Law Firm (1973-1974)

**Current Memberships:** American Bar Association; Kansas Bar Association